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Senate Meeting, January 23, 2019

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Academic Senate Meeting Minutes
Wednesday, January 23, 2019
Approved

Call to Order

Senate Chairperson Susan Kalter called the meeting to order.

Roll Call

Senate Secretary Martha Horst called the roll and declared a quorum.

Chairperson's Remarks – Susan Kalter

Senator Kalter: I just want to welcome you back to campus, hope you're all having a good start to spring semester, and we'll have a good evening tonight.

Student Body President's Remarks – Michael Rubio

Senator Rubio: I also have not much to report on and want to wish you all a wonderful semester.

Administrators' Remarks

• ***President Larry Dietz***

President Dietz: That's a tough act to follow. I wish I could say that I don't have a lot, but I have a little bit but not a lot. But I, too, want to say Happy New Year. It's good to see everybody around the table again. I also want to say thanks to everybody for their patience with all the inclement weather that we've had recently and publicly want to thank all of our facilities folks for doing their best to try to keep the surfaces clear and somewhat dry, though they've had great challenges in that and they're not finished (I don't think) with the challenges, but a big thank you to them.

Also want to make a couple of informational comments. I attended the governor's inauguration hoping to gain some insight into his plans for the state, particularly about higher education, and he really, during his inaugural address, didn't have much to say about higher education. I didn't expect a long treatise, by any stretch, but he didn't mention higher education in his address. I think we're going to hear more specifics in his State of the State address, which will be in February, so I'd say stay tuned for that. The kinds of information that we've heard in talking with a lot of the staff, though, is that right now they're focused on trying to make appointments to the different Universities' Boards. The University of Illinois is the first one up because they have a Board meeting next week, and they need to have some confirmation and appointments. So we're somewhere in the queue. We have potentially seven members of our eight, I think I mentioned before, that are kind of in jeopardy (three whose terms end at the end of this month), and they can officially continue to serve for 60 days beyond the ending of their term. So our next Board meeting is in February, and we do have a good deal of business planned for the February meeting, but those three can continue. We have four others who have not been confirmed, and their future is uncertain, but we will certainly be able to get through our February Board meeting if there are no appointments made. My sense is that they will move on those as quickly as they can.

The other thing that the governor I know is aware of is that we need a budget. We need a reasonable budget, and we need both operating and capital and we need to make sure that we have more money in the MAP grant program and in the – what do we call it – kind of the MAP Plus program for students. So those are the things that we're going to continue to push for.

There are a lot of new faces in Springfield, and part of my rationale for going to the inauguration is that you saw a lot of those new faces. So I met quite a number of new legislators. We're going to have a much more focused attempt to get around to those folks and meet them in more formal settings in their offices and so forth. The inauguration is basically catch who you can on their way to the inauguration and on the way out of the

inauguration, so we did as much of that as we could, but we'll have a lot more opportunity to get to know the new folks in Springfield. So with that, I'll yield and see if there are any questions. And again, I'm glad to see all of you back.

- **Provost Jan Murphy**

Provost Murphy: Good evening. As many of you know, Alan Lacy will be retiring at the end of the academic year, so more to come on that retirement celebration. But given that he seems absolutely committed to leaving, we have started a search for his replacement. So the search for the Associate Vice President for Academic Fiscal Management will be an internal search. Panel of Ten member Lane Crothers, a Professor of Politics and Government, will chair that search. We're waiting for the various shared governance groups to submit names to my office so we can populate the search committee, and we hope to have the position description up on our website and on the HR website around early February. February 4th, I think, is the date we want to make sure we have it up. So anyway, any questions you have on that, you can call me, call Jean Ann Dargatz, call Ani Yazedjian, the Associate Provost in the office.

On campus, we have a Dean of the College of Education search going on. On-campus interviews are tentatively scheduled for the week of February 11th. So as soon as we get those schedules nailed down, we'll send that information out and make sure we post vitae and get information about the candidates up. Many of you know that Interim Dean Kevin Laudner has accepted a position at Colorado State University in Colorado Springs as Dean of the College of Nursing and Health Professions, I believe the name of that is. So we are so appreciative of the service that he's provided to the University, his many administrative roles, particularly his willingness to step in and be the Interim Dean of the College of Education, and we certainly wish him well and hope that maybe someday he comes back to be a Redbird again.

Another search, the American Democracy Project is seeking applications for the position of faculty co-chair beginning fall of 2019. This is a 25% appointment, and the faculty member selected will receive one course release each fall and spring semester. So if you're interested, if you have any questions, contact Jan Paterson in the Center for Community Engagement and Service Learning. Dr. Noha Shawki, Professor of Politics and Government, has served in this role for several years, done just an outstanding job of coordinating our ADP activities, and then the other co-leader is Dr. John Davenport, our Dean of Students. So if you're interested in that at all, be sure to contact Jan Paterson.

Just a reminder that Active Shooter/Aggressor Prevention and Response classes are starting up again. So if you didn't have a chance to participate in this training this past fall, go to the Emergency Management webpage. You can see the schedule of the classes and register for a spring session.

Former State President of South Africa and Nobel Peace Prize winner, F.W. de Klerk, will discuss *Globalization Without Isolation* at 7:00 p.m. on February 12th at the CPA Concert Hall.

And just one last quick note. So far, fall applications and admissions look very strong – so we're talking about fall of 2019 – compared to this time last year. Deposits are just a tick down but not enough to worry about. So at this time we're feeling like we'll be able to hold our own again this fall. We still have a lot of work to do, and I thank all of you. I thank your advisors, your chairs. I thank students, our student ambassadors, everyone who really comes together and provides a really great environment for those prospective students and families as they visit our campus and find that they would find a great home being a Redbird. So, thanks to everybody for all you do. Any questions that I can answer?

Senator Kalter: Questions for Provost Murphy? Asking twice won't get a question? I just want to say, I thought the Active Shooter trainings were excellent and if people have not gone to them, they should and should really go every year, actually, just to keep it fresh in mind and get it into the long-term memory.

- ***Vice President for Student Affairs, Levester Johnson***

Senator Johnson: Good evening, everyone. Glad to have the students back as well and also always engaging and interact with our family members. We had a wonderful and exciting day today, the Student Affairs division, continuing our desire to receive better training and education in the area of interfaith collaboration and cooperation as a follow-up to our fall speaker, Eboo Patel. We had about 75-plus Student Affairs staff members who went through a series of sessions throughout the day discussing best practices, strategic planning, and sharing our thoughts on engaging the rest of the campus community. So we're very excited about this initiative and then working with our campus partners, Academic Affairs as well as SGA, a little bit later on in order to establish some new programs on campus and training on campus. So, looking forward to more in that area.

A couple of announcements about staffing changes within the Student Affairs division as well. Moving on is our Coordinator for Fraternity and Sorority Life, Alex Snowden. He has accepted a position down in Texas along with his wife, and so they are moving soon and we will start a search to fill that position fairly soon. Also we have a vacancy that we will have within the area of Student Conduct as our coordinator for that area, Michael Zajac, is moving on to a position as an Assistant Dean at Northern Illinois University, so we will start a search for that position as well fairly soon. All that being said, I will open myself up for any questions and thoughts that people have as well.

- ***Vice President for Finance and Planning, Daniel Stephens***

Senator Stephens: Good evening. I've just got a couple of points I'd like to bring up. We're in the middle of January, as many of you know, and this is the W-2 tax season. There are emails sent out to the campus community stating that the W-2s are available out on the website. Some individuals in the past have signed up for that to be just simply an electronic request as opposed to printed. Anyone can go out there and print theirs. If you haven't signed up for electronic submission of that, it certainly would be helpful on our end. Any cost savings we can get by individuals electing to print those certainly saves us money and also gets the information to you a lot quicker. So if you haven't, the information is available for you to go out there and print today.

From what the President was mentioning earlier about we appreciate our Facilities team, when I talked to Chuck Scott today was an idea around just reminding the campus community, as we enter into the severity of the winter season, just understanding really how the priority when snow is coming or ice is here and from a campus perspective, how do we prioritize what we choose to do first. Because as you can imagine, we don't have the capacity to address every pathway, every sidewalk, every set of stairs. So in talking with Chuck today, he reminded me, which is what I wanted to share with each of you today, that as we hit inclement weather and the work crews are out, the first priority certainly is safety. And they look for creating a single pathway for cars and individuals but especially for those areas in the campus where we've got ADA access issues. So making sure that particular area is very safe and having a single pathway. We won't be able to clear everything all at once in that way, but that's our first priority. Then we move over to each main entrance, having at least one main entrance going into a building. Again, some buildings have entrance in front, back, and on two sides. Well, when you're trying to manage a crew of figuring out exactly where everybody goes, the goal is to have at least one safe entrance going into a building and if we can get two that will be great, but the primary is to get one and to get a safe one. So if you see paths there where people are directing you to not walk in a particular area, please notice that the reason for that is very much for your safety. Then they move from entrances into buildings, whether that's coming out of the dorms, going into academic buildings, going to dining, then it moves to the parking lots. We try to clear as much as we can in the faculty lots, the staff lots, and then also the student lots. And so those are our next priority. And then, as we go through that first round, then they circle back. The teams circle back to go back to those original spots and say, if we haven't had any degradation, we go back and begin to widen those areas or widen that access, continued focus on safety. And so I just wanted to bring this up because it is difficult for people to see on a campus when you've got a lot of snow coming down, why is it that in our particular building we only had a single area identified? Why didn't they do more? Well, it's very

organized and we've got a very large footprint, and we're trying to deploy our staff in the most strategic way we can to make sure we can get everybody as safe coming in and out of the housing and in and out of our parking lots into our buildings as safe as we can. And if there are also any athletic events that we are trying to address, certainly Redbird Arena there's going to be extra attention made to make sure that our guests coming into the community, from a parking perspective or snow removal, that we're also mindful of ensuring their safety as well. So I wanted to give just a general update on how and why we go about doing the way we, we try to manage this difficult weather that we can't always control.

Senator Kalter: All right. Is that the fullness of your report?

Senator Stephens: That's the full... Yeah, sorry.

Senator Kalter: Okay, wonderful. I don't want to prematurely ask for questions. Any questions for Senator Stephens?

Senator Ferrence: So, I'll ask the question somewhat directed to you, but I think it's a broader question, but it relates to when we have these difficult situations when the University either needs to have a day where they're shut or they need to do a late start. I'm speaking because I promised some of my colleagues/constituents that I would bring this up. You know, it was a poor coincidence this year that our shutdown was during the first week, but for many of us that teach laboratory classes, the labs are checking in during the first week of the semester and they're three-hour periods. And a number of my colleagues are very frustrated because they had, say, a 9:00 a.m. to noon lab that now isn't checked in and is a week behind all of the other sections. And they would have been happy to meet their students at 10:00 a.m. or 10:30 after the delay start, but because we say if the start time of the class has begun then the class is canceled altogether, it makes it difficult for them to navigate what's going on. So I don't know, other than a comment... Because I get that this is a very complicated type situation, but in the specific grain instance of what we had happen the first week of classes, some of these sections could have been alleviated of a significant inconvenience if we had simply said, well, if the class could start at 10:30 in the morning even though it was originally scheduled for 9:00 to noon, then we wouldn't have the problem with trying to figure out when to get that particular section to make up a lab they missed.

Senator Johnson: I have the fortune of now having Emergency Management report to me, so I guess I get to respond to that to a certain extent. You are indeed correct. It's an extremely complicated matter when they make a decision for closing down, and there are a lot of folks who are involved in that as well, and they try to take as many of the circumstances and situations into account in making the call on the particular time, how many folks are going to be affected. But in the end, as I think it was mentioned earlier, first and foremost is safety of folks, and that first one that we did in particular, no one just really expected... This was the first time we've ever had to do a call on closing literally an hour before we were supposed to open up. You know? And that type of delay before opening up. But what I will do is take that particular scenario and situation and share that back, then, with the Emergency Management Team and the folks who get together then and process those type of things and see if they can throw that into the mix for consideration. That's a great point.

Senator Ferrence: Thank you because that's the spirit of, I think, the way I want it to come across is by no means are we suggesting that we shouldn't have canceled or delayed, but once we were open, there were other things... And to some of the people it wasn't entirely clear what we do, but it never is when things don't happen on a routine basis.

Senator Johnson: Great point. Thank you.

Senator Pole: I don't know if this is a question so much as a comment, but as a representative from the lab schools (you've probably already gotten an earful), but I would be remiss if I didn't at least add the late start that

happened just the other day, we already had classes in session. And so at the 7:00 class, at 7:38 whenever the announcement went out, kids actually stood up and said, "Oh, well I don't have to be here!" and walked out, and that was at the high school level. They really did. And likewise at the elementary level, which was even more complex, there were elementary school kids calling home saying, "Someone has to pick me up, mom and dad. I'm not allowed to be here anymore. The school is closed." And so I know our superintendent probably talked about that already, and I know she took quite a bit of complaints, but on behalf of our lab schools, don't forget about us because we start awfully early.

Senator Kernan: Is there a way for Facilities to kind of double check the ADA, like with the ramps and stuff? Because I know at least going into break – I'm kind of stuck in Schroeder – but that that ramp wasn't really adequately cleared and that it kind of posed a problem for some students. This semester it's been a little bit better, but is there a way for Facilities to kind of do an extra one-over on it to make sure that students can get in?

Senator Stephens: Excuse me, make sure I'm following. Are you talking about in the inclement weather or just in general?

Senator Kernan: In inclement weather particularly, like with ice and having to salt it.

Senator Stephens: Okay. Thank you for bringing that up. You know, when you've got teams... We've got about 30 people who are targeted to essentially attack the campus in a variety of ways. When I get back and talk with Chuck, I'll make sure that very much as they look at ADA ramps and issues, that they take a little extra caution to make sure they thoroughly look through that before they move on to the next place to clear.

Senator Kernan: Thank you.

Senator Stephens: Thank you for your comment.

Senator Julie Murphy: I just wanted to let you know that Milner Library had a similar situation during the first closure. Most of our staff who open in the mornings were en route to the library already when the email went out, and nobody logged in to check their email until after the building was already open and students had already entered. At that point, we decided rather than kicking students back out into the bad weather, we made a judgment call and we stayed open.

Senator Johnson: One of the things I would be remiss if I did not bring this up, since you talked about email and the notifications that go out as well for that, we still do have the Emergency Alert System as well, and although we have had a very good increase in people signing up for that, I think there are still folks out there who don't know that they need to go in and update their information and their contact information so that they get those Emergency Alerts quicker than what you might get as far as an email notification. So, if folks could assist in spreading the word, I think we're at 60-something percent now. Last year and probably years prior to, we were really only around 40% of folks throughout the community signed up. We're at 64-65% now, and we'd love for that to get even higher. So, just a word if we can start spreading that as well.

Senator Kalter: Senator Johnson, I'm glad you brought that up because I was going to if you hadn't. I had been signed up on the Emergency Alert System ever since it was conceived of and did not realize that I had been dropped from it until I got the email blast, and I think I got a ticket. You know, one of those "your case has been opened by the tech support people" and I was like, "But I'm already signed up." And a little bit of back and forth with Eric Hodges, and he said, well, a lot of people who might think that their mobile numbers are still in there, they did not load the mobile numbers (the cell phone numbers) because they were afraid of overriding new information. So, word of mouth might be a good way for people to spread this in their departments if they

haven't already been blasted by that because I had no idea, and the only reason... The last time there was an alert, it happened during my class and so I just got it on the screen. So, thank you for bringing that up.

Senator Johnson: We will probably do additional campaigns. We did one in August, September; we did one in mid-November; we did one right after the most immediate situation with an incident that occurred on your campus with an armed robbery. That's where we received the incredible spike to where we're at right now and so forth. So we will continue to try to get folks and reminders out to try to get signed up properly.

Senator Kalter: Thank you.

Senator Smith: I just wanted to echo Senator Kernan's concerns about the ADA problems that have been happening on campus regarding ice and snow but also add the fact that at Cardinal Court specifically, the handicapped parking spots were covered in snow, and actually that's where some snow was pushed when the area was plowed. So I would ask what the procedure is for removing snow in the handicapped spots because they were kind of treated the same as all the other spots. And the majority of time there is not a car in them. So I think that they should probably be shoveled and de-iced, but I don't know the policies regarding that.

Senator Stephens: Again, in that particular case... It's a very good point, and I'll go back and ask about the idea of that particular spot. That's an excellent point to realize even though there's not a car there, let's not (if we can help it) put snow there simply because of that special need for individuals. But yeah, we are very mindful of the even greater difficulty in ADA's situation with difficult weather. So sometimes it takes exactly observations like that, that the staff is just not even realizing that they're pushing something over into a spot. But thank you for that. We'll make sure that gets passed along.

Senator DeGrauwe: This is going back towards the Alert System. Are there two different numbers to sign up? Because on my phone, I received one alert from a specific number for the school closure, and then I received a different alert from a different number about the armed robbery. So, are there two systems that we need to sign up for both, or is it the same system that just sends out different numbers?

Senator Johnson: I believe there's just one system. I tell you what. Why don't we have a conversation afterwards and I'll take down your information and let's see if we can get to the bottom of that. Has anybody else experienced that type... I don't want to get into details like that, but let's work on your situation. I'm not aware of two different systems.

Senator Kalter: Because I wasn't on the recent alerts, I don't know about that. But I do have at least two or three numbers that came into my cell over the years, like over several years. Any other questions for Senator Stephens? All right. Terrific. Thank you very much. We'll move onto our advisory items.

Advisory Items:

11.13.18.01 From David Marx: University catalog exclusion of course and course description (Jess Ray)

Senator Kalter: So I'll read Senator Marx's email just so that we understand. The first one, we have Jess Ray here who is going to talk to us about the changes to the university catalog and how we're doing course descriptions and things like that. And while I'm reading this, Jess can come up and find a good place and a good microphone. So, Senator Marx wanted to talk about a recent decision no longer to include courses and course descriptions in the University Catalog, spoke with the department chair of Physics, who just happens to be the former chair of the Senate, and that person expressed some apparently strong opposition to that plan. Senator Marx said we currently have electronic access to the catalog as a whole and by program, which is incredibly valuable to faculty, advisors and students because it's a single place to quickly get course descriptions and prerequisites, that an argument that's been made is that new courses are approved all the time and that the catalog is never up to date and so has some questions about that, and some of the rest of you may also. So, Jess

Ray is our University Registrar, knows all kinds of things about registration and courses and catalogs and university curriculum, and so if you can take it away, I will give it gladly.

Mr. Ray: Thank you, Senator Kalter. Before I start, I would like to say for the record that I am wearing a red ISU scarf tonight to show my school spirit and to stay warm, and that's really for future historians to get a smile when they look through this record.

Five things I'd like to update on format changes with the undergrad catalog, and I have them prepared here so I don't miss anything, so I apologize if it seems like I'm reading from a script – it's because I am. One, we're going to continue to make a pdf, but we are moving to a larger format of 8 1/2 x 11. Individuals will still be able to print their own copy as they have for the last six years.

The pdf will have navigation called "bookmarks" on the left side to assist with internal navigation. This navigation would not appear in the printed copy. For example, on the left there would be the term "advanced placement," and it would provide a fast link to that section on advanced placement inside the catalog.

Information that's not in the catalog specific will be linked to external primary source so that the information is always current and correct. So an example of that would be the Credit Hour Policy. The catalog will mention it but will not repeat the policy word for word. Instead, a link to the official policy will be provided. The rationale for this is to keep the information accurate and in accord with official policy. An example of something that would remain in the catalog and not be linked would be, say, the AP scores and their course equivalencies as this is not officially maintained in the other source.

Four, the format for displaying major requirements will be changing. This change does not change the content, only the way the content is displayed. The requirements will be in a checklist format to make information easier for students to understand and mirror what's already being used by advisors and students.

And then finally, to enhance the major requirements section, links will be added that students can access online, all active approved courses, official course descriptions, current availability on our public available website instead of a static list. Course Finder has been recently enhanced and now shows all active courses. It also shows the official and approved course descriptions. In addition, it provides information on courses that are scheduled to be available for registration. A separate pdf of all course descriptions will be generated once a year for archival use and will also be available on the web.

Senator Kalter: All right. And one question before I ask for other questions. When you say "active course," you don't necessarily mean a course that's being given that particular semester but a course that is on the books?

Mr. Ray: Yes, a course that is on the books.

Senator Kalter: Okay, thank you. Do we have questions?

Senator Marx: It seems to satisfy the concern that there's still going to be a pdf listing of all the courses and their pre-reqs. That was the main concern as far as having an archival copy and not just a transient electronic version. Then that satisfies the concerns.

Mr. Ray: I could assure you in the Registrar's office we care about archival, and as a history person, I do as well.

Senator Marx: I will mention that recently the Course Finder was changed to include all active courses, and when I went to search for physics courses it included even the temporary course numbers, and so I was seeing

multiples of the same course. And I sent an email about that and I guess it was corrected subsequently. So I was glad that that was updated as well.

Senator Kalter: We had a conversation in Exec about archiving and just curious how often you do it. Is it once a year? Is it more than once a year?

Mr. Ray: You'll have to be more specific about...

Senator Kalter: Let's see. So, let's talk, for example, in terms of active courses. Do they get archived every time there's a change or once a year?

Mr. Ray: It would be as changes... Well, it depends on how you define archival because it's being archived in various ways in different places. So if we're talking about the once a year would be sort of the snapshot, but in the system and in other places we have... I don't want to call it a perpetual because there is no such thing. We have an ongoing archive that we can go back and look at things once they have been entered.

Senator Kalter: Terrific. Anything else?

Senator Kernan: This doesn't exactly have to do with what you just discussed, but if we found a typo in the course catalog, would we bring that up with you or...

Jess Ray: Yeah. You could send that to registrar@ilstu.edu and just let us know if you saw something.

Senator Kernan: Okay, thank you.

Senator Kalter: Great question, and actually if you have one it's pretty timely to do it now because they're doing the final check for the next iteration of the catalog. Any other questions?

Senator Marx: I did have one more request, and that is when you do search for courses by department that the courses be listed in numerical order because they seem to be coming up randomly. So when I search for PHY, the physics courses come up first, but they're in random order and then they're followed by philosophy courses, which has PHY at the end of philosophy. Is there a way to...

Mr. Ray: I would have to talk to Web Support because in part there's an engine behind the scenes that's... I don't want to call it Google because I think we're moving to something different in the future that has some of that logic. We've tried to put some things in place to minimize that, but I'm not sure on the numeric... If you look in Course Finder under the course directory, you'll find the subject and then it's there, but if you actually go in just to look for key words or key numbers, it is a little harder, just like trying to find something on Google is a little challenging at times.

Senator Marx: Okay, great.

Senator Kalter: When I've looked in the directory recently for English courses, they are in complete order and they even have titles or separations between 100-level, 200-level.

Mr. Ray: It depends on what door you walk through on that.

Senator Kalter: Yeah. All right. Thank you so much. Thank you for your school spirit. We move on to the University Library Committee's annual report.

University Library Committee annual report (Dr. Burr)

Senator Kalter: Dr. Burr, a Professor in the Department of Sociology and Anthropology, is going to take Jess Ray's place. I asked Professor Burr not to take the annual part of this too seriously and just kind of tell us what the Library Committee has been doing because I'm trying to remember, Thomas, you have been the Library Committee chairperson for how many years?

Dr. Burr: Four, four and a half.

Senator Kalter: Four and a half. We are happy to hear what you've been doing in an open-ended way.

Dr. Burr: Well, I've been reporting over the years annually, but...

Senator Kalter: Never in person, though.

Dr. Burr: No. Well, I wrote up a list of things. I went over all the minutes on the annual reports. The first thing we did years ago was establish regular meetings because under Deans Elzy and Wastawy, the University Library Committee met once a semester and Dane Ward, when he became the dean, was very excited and we... He was very excited to have the sounding board that's linked to the faculty, and so he helped establish monthly meetings and a set meeting time, the same time each month.

The second thing we did is we changed, with approval of the Rules Committee and the Senate as a whole, the committee representation to try to make sure every single college had a representative. And I think we talked about that again in the last few months to make sure that that's pretty much mandated. And we adjusted for the College of Nursing because they have, what, 18-19 tenure-track faculty, so they are allowed a non-tenure-track representative to the committee.

In 2015, student government representatives to the committee along with the student government conducted a survey of library patrons who are mostly undergrad (I'll come back to that) and shared their findings with library administration.

The fourth thing was that we spent I think a couple of meetings providing feedback on ISU ReD, the research repository of faculty publications, and one of the main sticking points which they didn't quite realize was copyright. That when you get to... You know, you're signing up for ISU ReD as a professor, you go in, you go through these stages, and then you get to the copyright question and – I don't know – I found myself feeling rather foolish. I didn't know what copyright rights I had, and then I find out pretty much everybody in the committee felt the same way. And faculty need more guidance on the copyright issue, and Sarah Dick, the University's copyright officer, knows that quite well and I believe she's still working on that.

The fifth thing was, and this was ongoing, we provided feedback, asked questions, about IRMA, the Infrequently Requested Materials Area (that's what IRMA means), in the first floor as the first floor was becoming a major issue in terms of leaks and it needed to be fixed (which it has been). We didn't have major involvement, but we asked about it a number of times and we even took a tour of the space because it was closed. It gave one of our members... it kicked up her mold allergy – it was that bad. She couldn't breathe. And I'm very glad to see that the plaza is fixed and that first floor space will become usable I believe within a year. But we didn't have a lot of direct involvement in it, but because we kept asking questions about it, that did lead to one of our major accomplishments, which was that the library had...

We discovered this going along. The library had these disparate, unconnected documents. They had a collection philosophy. They had a collection acquisition plan. They had a deaccession plan. They had, for IRMA, to move the books out and to get rid of some of those books to empty that space. They had a set of

criteria per librarian. We found out none of these documents really talked to each other. They were not a comprehensive plan. And after two or three or four meetings, Chad Buckley, who is head of collections in the library, took our advice and has been working on a project to harmonize all this, to have a consistent overall collections plan, and they are...

One of the things you asked me to talk about was what's coming up next. Well, at our February meeting next month, Chad is going to come either by himself or with someone else from the library's committee working on that plan and report back to us about their plan. They've borrowed (let's say copied and revised, to use a word processing term) other libraries' plans like this. Not every university library around the country has such a comprehensive plan, and they're adapting it to Milner's needs. So we're going to have a second crack at it now that it's a comprehensive plan and give our feedback, ask questions. And they seemed to really take seriously our feedback on that first round of documents which involved research needs, what is an R2 (Illinois State University is a research 2), what is the relationship between research and teaching needs for the library and for the plan, digitization of the collection, how does that affect the physical space. Again, as I said, the library is, in terms of physical space and patrons, primarily an undergraduate building. That doesn't mean all of what it does is primarily for undergrads, but if you go in, most of the humans in the library are undergraduates. So, that was one of the major things that our committee has done.

And finally, we interviewed faculty around the University. We went and talked to them informally, put our results together. This took several months (quite a few months actually), but the idea was to sort of do an end run around the librarians but on purpose for the librarians' benefit to interview faculty, find out how the library is meeting their needs, ask about research, ask about teaching, and then report back to the librarians themselves, which we did. We gave our report to Shari Zeck, and she's shared it with the librarians.

I'm going to include, and then I'll be done and you can ask questions, two problems and frustrations. One is student representation. Since it is so well used by undergraduates, they deserve a place at our table to speak up. And they have no control over their schedules semester to semester. It's very difficult to constantly recruit undergrads to the committee because their schedules keep changing and they have no... If they have to take a class, they have to take a class. We have a regular time, you know, the second Wednesday of each month at 3:15. They can't always make it, and I must admit I don't know that I've been as assiduous at chasing them down in the last year or so because it's been so frustrating to keep trying to do this, but also when they become members, they also can't attend as much, and that is also frustrating. And that applies somewhat to the graduate representatives also. Amy Hurd was in charge of the grad school and she kept providing me names, and for a while that worked and then they had trouble attending. The other problem/frustration is that the faculty themselves are not attending quite as much, and I don't really know why it's dropped off in the last few months. That's pretty much what I have, so I'm ready to answer any questions you may have.

Senator Kalter: Before we go to questions, I want to make a comment about the second concern, and that is for you to know about our bylaws – that if a faculty member misses I think it's two meetings without notifying you, you can ask us to get a replacement. So they've essentially vacated their seat.

Dr. Burr: With two attendance misses?

Senator Kalter: I believe so. You'd have to look back into our bylaws just to make sure I'm saying the right thing because it depends on whether the absence is excused or unexcused, but I believe that unexcused are two and excused are three, or something to that effect. Do we have questions for Professor Burr?

Senator Solebo: I wanted to ask you kind of about I-Share. I'm not sure how much you know about the details of that, but I love I-Share and I use it all the time.

Dr. Burr: I love I-Share.

Senator Solebo: Not a lot of students know the fact that you can borrow books from other schools if they're not available and you can use them for the semester if you keep renewing them and everything. But the website, I wanted to add, is kind of confusing. Because I feel like every time I go onto that website and try to locate I-Share, it takes me to the same spot, but it looks different every time so it's kind of complicated. So I just wanted to know how that...

Dr. Burr: I'm going to have to dodge that question because that's not really under the committee's concern. In terms of answering your question, what I can do is tell the library about it because it's a good question. I've been doing this for 11 years so I actually have no problem. I think for someone who's been doing it a year or two, it looks like it's different every time. But you go into the Milner catalog and it gives you an option – local catalog or all last year libraries – and then it takes you to the I-Share website. But, you know, I'm teaching right now the Sociology Department's research class for undergraduates, and most undergraduates – I've taught this a number of times – most undergraduates don't know about I-Share. And I'm glad you do, but I have to tell them every semester that it exists. And maybe that's what you're driving at, that maybe the library could do a better job of letting undergraduates know I-Share exists, what their privileges are to request books, things like that. And I can send that off, share that with the library administration if you like. Is that a decent answer, or do you have a follow-up?

Senator Solebo: No. Yeah, you covered it. Thank you.

Dr. Burr: Okay. All right.

Senator Kalter: Senator Julie Murphy from the library would also like to weigh in.

Dr. Burr: I would like to hear from Senator Murphy.

Senator Julie Murphy: I just wanted to let you know that if you'd like to talk to me about I-Share after the meeting is over, I'm happy to do that.

Senator Kalter: Anybody else have any questions either about what Professor Burr has said, anything in the annual report, or anything that you'd like to suggest that the Library Committee work on next?

Senator Breland: I know Senator Solebo said how a lot of undergrads don't know what I-Share is, and I know you also mentioned that as well. Looking through this report, one of the sentences says, "The committee also made a number of suggestions about how librarians could communicate the range of library services to undergrad and graduate students." What suggestions were made? Because myself, I've been here for four years and I can't even... I don't think I can list five things off the top of my head what the library service does. So I kind of want to know what suggestions you all came up with that better the undergrad community.

Dr. Burr: Well, I brought my laptop for just such a question, but it might take a few minutes if you want me to look. Off the top of my head, I did some interviews and when the committee talked about the interviews we did, I don't know if I can tell you without looking at it the suggestions, but your comments and her comments were echoed by a lot of faculty – that a lot of students don't know the range of services the library offers. And Senator Murphy might be able to talk about that also, but I also know that for a while they had a problem with not so much the Public Relations Librarian as the position, and they've changed the name now to Director of Communications, and they've hired a new person for that. And she has a lot of initiatives, as I understand it, that she's starting to carry out so that people know about services. I know it's a little unseemly, but one of the most popular ways for people to know about what the library offers is these things, "while we have your

attention," which are in bathroom stalls. And they do a good job of updating those and letting students know. Do you want me to tell you now and spend the time looking it up, or do you want me to tell you later or have it put into the record?

Senator Breland: Yeah, it can be put to the record, but I also was going to kind of ask is there a way... Because I know the course that I've had, it was research based, we've had Milner I guess representatives (I don't know what to really call them), but they came in and discussed resources and ways you could research things through books and things of that nature. Is there a way those same representatives or people who work there can come into our syllabus week to discuss things that we have or a way it could be put into the syllabus to let students know this is what you all can use and how it can be beneficial to us students?

Dr. Burr: Syllabus week?

Senator Breland: Well, that's what we call it. So, that's just the first week of... Sorry, this is my undergrad talk.

Dr. Burr: Okay, that's good for me to know.

Senator Breland: So that's just the first week of school, and that's usually when we go over the syllabus. So that's why we call it syllabus week.

Dr. Burr: In each class?

Senator Breland: Yes.

Dr. Burr: Oh, in that case, that's up to the instructor. That is at the instructor level, and you'll get some instructors say, "Here's the range of things you can do with the library" and others.... To be honest.

Senator Kalter: What we can do though, Senator Breland, our CTLT (Center for Teaching, Learning, and Technology) has a website where when people are creating their syllabi they go to it to grab off things that are recommended to put on the syllabus, and we can recommend to them that they put on the subject librarian and sort of a little bit of a list of what those resources are. We can get that sort of made up and maybe ask the Provost's office to do some blasts to the faculty to remind them, hey, some students don't know these things about the library: you might want to put it in your syllabus.

Senator Julie Murphy: I was going to say that subject librarians come to do instruction in courses at the invitation of the instructors, but generally we are very enthusiastic about doing that. And if there is anything that we can do to encourage faculty to invite us to come speak to their classes, we would love to do that.

Dr. Burr: I just want to echo in a different way that it goes back to what I said. It's at the faculty discretion. The library, as she said, loves to get the word out, and the faculty are varying in their interest in getting the word out.

Senator Whitters: I just wanted to comment. I know I heard a lot about what students don't know, but just recently in one of my classes, I asked a teacher would she put a book on a course reserve because it's totally expensive, and she didn't even know what the course reserve thing is. So I just wanted to know if there was any way to get to the faculty and staff the things that the library offers. Because I'm a political science major, but it was strange because she didn't even know what the course reserve was, seeing as though that's a more affordable option for students to see the book. Even though you can only see it two hours at a time, it's still more affordable than... You know. And so I was wondering if there was a way that that information could be given to faculty members.

Dr. Burr: I don't know if you want me to answer that or Senator Murphy. I hate to keep leaning on you about this.

Senator Julie Murphy: I'm a little bit surprised to hear that there are faculty who aren't familiar with course reserves. It's fairly standard practice in academic libraries. But, yes, I will bring that back to the Library administration and see if maybe we can get the word out a bit more.

Senator Blum: I just want to say how successful we had in having the library embedded in our department has been, and that has just really worked. I mean both for faculty and students. You see students that probably would never talk to the librarian that have an actual connection and then faculty engage. So that's a keeper, I think. I don't know if everybody does that or whatever, but it's really worked well for us.

Dr. Burr: What department are you in?

Senator Blum: Special Education.

Dr. Burr: Okay. Actually, the committee spent a few meetings talking about just that thing both before the faculty interview project and when we got results. Departments vary widely in how open they are to embedding a librarian. It seems when a department is open you get the results that you just talked about. A number of departments do it, and it seems to work very well. You know, the librarian has office hours in the department. Other departments are not so open, and I'm not sure how to address that. Because that model does... You like it. We kept hearing that when departments did it, they liked it. But again, this was not, you know, take a really representative sample and have perfect methodology. So I can't say how many departments do it or how many refuse or what the problems are.

Senator Kalter: Before you go, I was going to say Senator Hunt may be the point person for that, since he's the chair of the Chairs Council, in sort of figuring out what the reasons are for not embedding because they may vary by department.

Senator Smith: I don't know who this question would go to, but I didn't know if Milner Library had any plans to expand its pre-professional preparation materials. So, for example, the LSAT specifically, all of the books that Milner has, I think there's two that are actually here in Milner and the rest are all available through I-Share. And just given the growing size of the Legal Studies Department, it kind of seems like just a disservice to students. And I imagine there's probably similar issues with the MCAT and the other alphabet soup tests. So, if there's not a plan, I would ask that somebody bring that up at a meeting and consider that.

Senator Julie Murphy: I can communicate that back to the library.

Dr. Burr: You know, it occurs to me the library might be the responsible place for those materials, but the Career Center as well. The Career Center also loves to help people who are just about to graduate. Have you talked to them about those very tests?

Senator Smith: I have not.

Dr. Burr: Okay, because they may have more materials than certainly I know about and than you know about. And they may not, but they're also a logical place as well as the library.

Senator Smith: I think from what I have seen and heard, I don't believe that they have any, either.

Dr. Burr: Okay. That's also possible.

Senator Kernan: This one, it's a compliment and then also a question. I know for our department we have Grace as our, I guess our specialized librarian, and she does a fantastic job. I don't know if all the other librarians do this, but she'll do a pop-up library where she'll bring the library to our floor, basically. So if there's grad students around or something, you can ask her questions. And I know especially since we have a lot of international students that aren't too familiar with the campus just yet, at least at the beginning of the year, that it's been really helpful for them knowing that she's a source that they can go to on how to navigate the library and the website.

And then also my question was, going back to course reserve, is there a way to kind of broadcast more when you go in there since you can't take the book out with you while you're there that you can scan parts of it? Because I know a lot of students that know that. I mean, it took me a very long time to figure that out, but it would be beneficial if you just have a couple pages that you need to remember, just letting students know that's an option.

Dr. Burr: You know, as an instructor, yeah, I find the same thing. Students don't know that the library has scanners on every single floor and they go to email, they go to flash drive, they go to Google docs or Google drive. They go to a number of places. That would just be something for the Director of Library Communications to get out more. But as for Grace, yeah, Grace is great. And I would see her in Schroeder. She came over every so often. She was running an experiment every few weeks to see what that would be like to show up in Schroeder and answer questions. I think she's one of them that is embedded. But I will say that in this Faculty Interview Project, I think I said this in my annual report, pretty much maybe not every, but almost every person we talked to loves their subject librarian. It's not just Grace. They really like the librarians.

Senator DeGrauwe: I'm a Nursing student. When we start our first clinicals, one of the requirements for orientation is we actually do a tour of the library with our Nursing librarian. I was wondering if it would be possible, this might sound crazy, that when we have students that have to take required general education (so, COM 110, English 110), that they take a day to do a tour of the library. Because I know all of these things because I had that required I have to go to the library for this time to learn it. And those are classes that everybody has to take, and I feel like if we had those required, like one-hour for the first day of the week, I mean the first syllabus week, I feel like it would actually improve everyone's grades. And if we actually researched it, we would see that increase of grades and correlation.

Dr. Burr: I think that would be an issue of departmental freedom, but what do you think? Could the Senate...

Senator Kalter: I thought that we already did that in the English Department, but maybe that changed at some point. I'm not sure. It's possible.

Dr. Burr: He also talked about COM.

Senator Kalter: Yes, and the Director of COM is sitting across the table.

Senator Hunt: We actually have had conversations with Sharon Van Der Laan about revamping some of the library instruction that happens as a part of COM 110 because it's my understanding that they don't tour the library anymore, that there is instruction about the library built into the course, but it happens in that classroom. So that's actually something that we've been talking about.

Senator Kalter: Yeah, and it looks like Senator Murphy may know for sure whether we do it or not.

Senator Julie Murphy: I'm not 100% certain, but I believe COM 110 does still require that students come to the library physically and take the iTour. COM 110 no longer comes to the library for instruction sessions, but we do still have the iTour, and at the beginning of the semester we are still inundated with students taking it. For the record, the iTour is a virtual tour of the library. We have QR codes stationed all over the building, and it's part tour, part scavenger hunt. Students have to install an app on their smart device or check out a smart device from the circulation desk, and they can then follow the tour from checkpoint to checkpoint, and at each one they scan the QR code and they watch a brief video explaining to them about that portion of the library and then they move on to the next checkpoint.

Senator Kalter: Terrific. And I will check in the English Department about whether they do that there still or not. I know they did it at one point. All right. Thank you very much. This has been incredibly productive. I'm glad that we invited you. So, thank you very much, Professor Burr, and thank you for your service. You have been one of the more dedicated chairpersons. They're all dedicated, but you've been one with longevity and dedication. So, thank you for all you do.

Dr. Burr: You're welcome. Thanks for the acknowledgement.

Information Items:

11.15.18.01 Policy 2.2.1 Student Employment-Current (Academic Affairs Committee)

11.15.18.02 Policy 2.2.1 Student Employment-Mark Up (Academic Affairs Committee)

11.29.18.03 Policy 2.2.1 Student Employment-Clean (Academic Affairs Committee)

Senator Pancrazio: This was part of our normal policy review. I think the copies that you have in front of you... The current copy is one that is not available on the website. Unfortunately, we didn't pass the version that we found because it took about six months to dig it up, and if we look at the letterhead of the copy that I sent to the Executive Committee, it looks like it came from the 1990s. Nice to see. Nonetheless, we asked for an updated policy, and thanks go to Janice Bonneville for getting that to us. Its focus is specifically on what are the ISU policies, and we had some back and forth with the Academic Affairs saying do we need to have the I-9? Do we need to have the W-2s? The response from HR was no because that's part of the normal hiring process and only the things that are specific. So we are ready for the Senate's review, and I'm open for any questions if you have those. Or I'm open to asking Janice to answer those questions for you.

Senator Kalter: Wonderful. And remembering as Information Items, this is just the question and answer period. We don't vote on anything tonight. Any questions?

Senator Midha: Is this a general policy for all students?

Senator Pancrazio: It's ISU policy.

Senator Midha: So maybe things have changed, but the regulations were different for international students, that they had to be full-time students for getting employed at the University. This one says half time. So I'm not sure if things have changed, but that needs to be checked.

Senator Pancrazio: Okay. I'll look into that.

Senator Kalter: Thank you for raising that. Any other observations or questions?

Senator Ferrence: So I just wanted to ask one clarification because I thought I read it somewhere else, but in the proposed policy, for example, it notes in summer sessions that if you are a student employee you need either three undergraduate credit hours or three graduate credit hours. Now I know, for example, in chemistry very frequently we have graduate students who are being paid off of a grant in the summer as a research assistant,

and it's not uncommon for those students not to enroll in any credit hours even though they're technically employed by the University. And so would this represent a change that a graduate student would now need to enroll in summer credit in order to be allowed to take their graduate assistantship in the summer?

Senator Pancrazio: I'll be forwarding those questions to Janice before the evening is over.

Senator Kalter: I'm going to just piggyback on that because Senator Ferrence figured out that those two bullet points mean six undergraduate or five graduate, but I would not necessarily have known that. So we might want to just put an "or" in there just so that it's perfectly clear to everybody. A very small thing. Any other questions or comments? All right. So we will ask Janice Bonneville questions and then we will come back with some answers, hopefully, and maybe a revised copy or maybe not.

Senator Kalter: I'm going to say that we may talk about the next policy, the Employment in Excess of Full-Time Employment, also from Faculty Affairs. I will leave it up to the chair and Senator Crowley, you can decide how to do that.

01.16.19.02 Policy 3.1.4 Administrative Increment CURRENT (Faculty Affairs Committee)

11.30.18.01 Policy 3.1.4 revision proposal MARKUP (Faculty Affairs Committee)

11.30.18.02 Policy 3.1.4 revision proposal CLEAN (Faculty Affairs Committee)

01.16.19.01 Policy 3.2.11 Employment In Excess Of Full Time Appointment CURRENT COPY (Faculty Affairs Committee)

11.30.18.03 Policy 3.2.11 Employment in Excess of Full Time Appointment revision MARKUP (Faculty Affairs Committee)

11.30.18.04 Policy 3.2.11 Employment in Excess of Full Time Appointment_ CLEAN (Faculty Affairs Committee)

Senator Crowley: All right. Let me point out first of all that in the packet that you received, you have a version of the mark-up that reflects everything that was done last semester. And at the beginning of this semester, we received some feedback from the Executive Committee with several suggestions, good suggestions, for some edits, some minor revisions, things of that sort that we've been going through. And then there are some other questions that were asked of us that we need to reflect on a little bit more, get some clarification. As we project this at this point, we are very close on policy number 3.1.4, having that ready to put forward for a vote, but there's still a great deal of work that we need to dig into, reflect on, and some answers that we have to come up with for some of the components in 3.2.11. So at this stage, we feel like we can focus a little more on 3.1.4 and then in the next meeting perhaps we could address the second policy, 3.2.11, as an Information Item. Does that sound reasonable to you, Susan?

Senator Kalter: That does sound reasonable to me. It's good to know, so that we can prepare for the next Senate, that you may not want either one of these on the agenda or you may want 3.1.4 to move on to information.

Senator Crowley: Right.

Senator Kalter: Terrific. I was going to give Senator Baur also a chance to say anything that he needs to say, and it sounds like we should focus on 3.1.4 since the committee is still talking about 3.2.11.

Senator Baur: The only concern I have with that is that the two policies are kind of tied together because the changes in the second one kind of necessitated the changes in the first one. So there is an advantage in talking about them together because some of the terminology in the first policy is referred to in the second policy.

Senator Crowley: And we did notice that there was one suggestion that perhaps we move a portion of what's in the second policy into the first policy – repeating it, essentially – not cutting it, deleting it from the second policy. So I think that's advice that the committee is willing to embrace.

Senator Kalter: Wonderful. I was just going to call for any other comment from the floor if anybody had any observations that they'd like to make sure the committee is considering as they continue to discuss (on either policy).

Senator Horst: Somewhere in one of these policies you discuss the idea that a faculty could have a buyout with a grant, and so then potentially they wouldn't be teaching. I know, for instance, Senator Rich was doing that. And there's a lot of confusion in the faculty as to how that relates to their ASPT evaluation. I don't know if this is the place for it, but when faculty have the teaching buyout, it can be confusing as to whether or not they should technically be evaluated for teaching.

Senator Baur: In my experience, it's pretty rare to have a complete teaching buyout. It's more likely that one course or perhaps two courses are bought out, and in my experience the departments then handle that basically on how their local ASPT policies deal with that sort of an issue. Senator Rich was very unusual where he bought out 100% of his teaching time.

Senator Horst: But maybe there could be something in the policy, "Faculty with buyouts shall have conversations and evaluation procedures," and I think Senator Catanzaro was saying...

Senator Kalter: Senator Baur said what I was going to say, which is that the departments should definitely review their ASPT policies and make sure that they're up to date about how salary incrementation works in a case like that. I don't know if that's what Sam was going to say, but come on over, Dr. Catanzaro. You might have to come around here. For those of you... We usually see Dr. Catanzaro in the Caucus. Dr. Catanzaro is... What is your title? Associate Vice President for...

Dr. Catanzaro: Academic Administration, Policy, and Faculty Affairs.

Senator Kalter: Wonderful. So he does all of the faculty governance policies as the Provost's office liaison. Yes, I think you now have the longest title, technically speaking.

Dr. Catanzaro: The title of longest title. The University ASPT policies are crystal clear that faculty evaluations are in the context of faculty assignment. So when the external funding creates buyout, then that is something that... I mean, I don't know that there's a policy, but I think good practice suggests that there is a conversation with the chair who makes assignments according to department practice and/or bylaws, whether that's in consultation with the program coordinator who needs to make sure a particular curriculum is delivered or a DFSC or a department council, and then there's a letter that says a DFSC or SFSC should know, well, the reason why Professor X did not teach as much is because they were assigned to do something different, and there should never be any penalty for that. It's just the way their evaluation is done takes into context what they were expected or assigned to do.

Senator Kalter: Does that address your comment, Senator Horst?

Senator Horst: Yes, it makes sense. I've heard of other cases, though, where people are asked to do one thing and then not necessarily... They're still being evaluated according to other processes, and it's just a suggestion that... I know it's been a concern...

Senator Catanzaro: So I think that's an implementation and a communication, not a policy issue, but an important one, nonetheless.

Senator Kalter: And I think Senator Horst's point, and this was for 3.2.11, was to embed something in this policy that refers out to ASPT processes.

Senator Horst: Potentially.

Senator Kalter: Okay. Any other questions or comments about either policy? All right, wonderful. So those will go back to Faculty Affairs, and they will let us know when we're ready to move forward with them. We'll probably, for both of them, have another Information Item because it sounds like we're likely to get changes.

01.20.16.05 7.8.1 Operating Budget Policy 7.8.1 Current Copy (Administrative Affairs and Budget Committee)

01.08.19.02 Policy 7.8.1 Operating Budget MARK UP (Administrative Affairs and Budget Committee)

01.08.19.01 Policy 7.8.1 Operating Budget Clean Copy (Administrative Affairs and Budget Committee)

Senator Marx: Yes, you'll notice that the original... The current version of the policy was last revised in 2004, so we asked the Vice President for Finance and Planning to ask his people to look at whether or not it matched existing approaches to the operating budget, and we received back a revised version that was greatly simplified. And we passed around another revised version as a result of a conversation we had in Exec about the clarity of the components of the operating budget. And so they've been pulled out and defined as bullet points. That's about it.

Senator Kalter: All right. Does anybody see anything that they'd like to ask about in this policy? I don't see anyone. I think that it would be advisable for us to put this one back on the Executive agenda so that we can take a thorough read since it's been so changed, and we'll put it back, though, on the agenda next time as an action item most likely, but just to have... Because I personally haven't had a chance to read the revision yet. So we'll look at that.

Senator Marx: That's fine.

Consent Agenda Items:

01.03.19.03 Policy 1.7 Surveillance Equipment Mark Up (Administrative Affairs and Budget Committee)

01.08.19.05 Policy 3.4.13 Use of External Search Firms Policy Current Copy (Administrative Affairs and Budget Committee)

01.08.19.06 Policy 3.4.13 Use Of External Search Firms Policy Mark Up (Administrative Affairs and Budget Committee)

01.08.19.07 Policy 3.4.13 Use Of External Search Firms Policy Clean Copy (Administrative Affairs and Budget Committee)

Senator Kalter: So no questions about that one? All right. I think I forgot... For some reason we have this on the agenda twice, or maybe it's just that it's going over the second page. We have a couple of consent agenda items. Anyone want to pull either of those off the agenda to talk about? I forgot to mention those in my chairperson's remarks. So we will have those be passed since nobody has pulled them off, and we'll go to committee reports.

Academic Affairs Committee: Senator Pancrazio

Senator Pancrazio: Yes, the Academic Affairs Committee did meet. We again had a discussion about the Dress Code, and we will be forwarding our copy, our recommendations, for that to the Executive Board. We also entertained some discussion about possible CTE representation on the Academic Affairs Committee, and I'll be

getting back with the Rules Committee chair and Martha Horst on that as well. And the next item that we have coming up is a condensation of all of the policy about transfer credit. I think if we look at the policies – and there's about three different policy to make areas of the policy document where there's references to transfer credit – put all of those under one the revisions and add for more clarity.

Senator Kalter: Terrific. I want to thank you for getting back to the CTE representation on AAC because I know that's been sort of floating around even for a couple years, so it's nice to have that back. And I also want to mention that we have a new member of your committee. Dr. Amy Hurd is sitting over there in the chairs, and she is our new AVP for Undergraduate Education. So, welcome, and hopefully you had a good first meeting and are having a good first meeting.

Senator Pancrazio: Second meeting.

Senator Kalter: Second meeting, sorry. All right.

Administrative Affairs and Budget Committee: Senator Marx

Senator Marx: We're in the midst of running the annual survey of the performance of the president. The emails were sent out to faculty, staff, and students first day of classes last week. And I'd like to encourage you all to not only send in the survey but also to inform others and make sure that they're doing it as well. The more response we have, the better it will be. So tonight we began some policy reviews, one of which is the Skateboarding Activities on Campus Policy, Policy 5.1.8, in which under the current version no skateboarding is allowed on campus. And in our review of this policy, we contacted various members on campus and we've decided that skateboarding should be allowed as an effective means of transportation on campus, and any tricks or stunts or anything like that, that will still be prohibited. This will be going to Exec for next time. We've also begun looking at other policies on Space Planning, Facilities Naming, Television Programming, and the Display of Flags on campus. So we talked about all of those tonight. It's interesting, the Television Programming Policy was last revised in 1975, so we think that there will be significant changes to that one.

Senator Kalter: And I thought we were already working on the oldest policy. We have one in the Caucus for 1982, I think it is, or '81. So I forgot about that one. Fabulous.

Senator Marx: Cable was a new thing when this was last revised.

Senator Kalter: What's cable?

Faculty Affairs Committee: Senator Crowley

Senator Crowley: You already have some sense of what we discussed in the meeting. We began review of the recommendations for those two policies that came down from the Executive Committee, but we also refined and polished up our recommendations for AFEGC and we're going to be sending those forward once we get electronic approval from the rest of the committee for the revisions we made and our suggestions to that committee. And then we're chomping at the bit to get going on the Sabbatical Policy. So as soon as we get these other things wrapped up, we are going to start digging into that. And it's not as old as 1975, but it's got a few years I think. So we'll be updating a lot of information, seeking a lot of help on that as we develop the revisions.

Senator Kalter: I am chomping at the bit on that one as well. I'm glad to hear that you're about to get to it. And if I remember correctly, AFEGC was about how to do the annual reports, right, not the policy itself?

Senator Crowley: Correct.

Senator Kalter: Okay, that's what I thought. Any questions for Senator Crowley? All right. Senator Mainieri is not here, so Senator Ferrence ran the Planning and Finance Committee meeting and is serving as chair currently. What did we do?

Planning and Finance Committee: Senator Ferrence

Senator Ferrence: So the Planning and Finance Committee met earlier this evening. The committee continued its discussion, which we had started in our December 5th meeting with the Director of Financial Aid and the Associate Vice President for Enrollment Management, regarding the financial aid landscape. The committee is seeking to better understand the parameters relevant to increasing the number and value of student scholarships and financial aid, and the significant issues have to do with: What do different financial aid packages look like? What types of students are affected? Where does the revenue stream come from? Do all of the students make sure they get the money that they are eligible for? There's quite a few things to consider, and so we're trying to become well educated before we try and make advice on where we go moving forward.

Rules Committee: Senator Horst

Senator Horst: I must say I'm quite jealous at your agendas of your committees. We did not talk about things like dress code or skateboarding. We talked about bylaws, and we went through the CAST bylaws. We will be forwarding that again to the Executive Committee. We concluded our discussion on the CTE bylaws. It will be interesting to see what your recommendation is, but we actually approved the CTE bylaws and we'd like to forward that to the Executive Committee. And we began a discussion of the Academic Senate Blue Book, which is part of the Academic Senate bylaws. And we had a brief discussion about possibly doing anything at all with the internal committee structure and an excellent suggestion was given by Sam Catanzaro to contact the committee chairs of the various internal committees, so I'll be sending you an email with general questions about how your committee is running and areas of possible improvement.

Senator Kalter: Wonderful. And something came to my attention the other day about that as well, which is that all of the external committees of the Senate report through subject areas to an internal committee of the Senate, so we want to make sure that if we changed anything that those reporting structures would be logical. So if the committee could keep that in mind. Anybody have any questions for Senator Horst? All right. Seeing none, we move on to communications.

Communications

Senator Ferrence: So I just wanted to put out there, I ran into something just a couple of days ago – and hopefully I read the date right and it was this January and not last January – but I was kind of excited to see that ISU is now on the IT side of things, part of the Eduroam network. And I don't know how many of you are familiar with it, but this is something that there are many, many universities worldwide that participate, and if you're a part of that network then you can use your university log-in credentials to log into any of the institutions when you're visiting. And so when you travel, this can be very valuable. And I know it's something that I was introduced to about 15 years ago when I was visiting University of Cambridge and I was like, "What is this Eduroam?" And so it's really nice because there are many, many places you can go and you get online, so I'm kind of excited to see that because that's a handy feature and I haven't seen that kind of broadly mentioned so I thought a nice place to mention it here.

Senator Kalter: All right, thank you very much.

Adjournment

Motion by Senator Solebo, seconded by Senator Smith, to adjourn.